

CHAPTER 6
APPLICATION FOR LICENSURE

[Prior to 2/8/89, Veterinary Medicine, Board of[842] Ch 2]

Chapter 6, Suspension or Revocation of License, rescinded IAC 2/8/89; see 811—Ch 10.

811—6.1(169) Procedure.

6.1(1) Application to take examination. Any person desiring to take the National Board Examination (NBE) or the Clinical Competency Test (CCT) for a license to practice veterinary medicine shall make application 60 days before the date set for the beginning of the examination to: Bureau of Animal Industry, Board of Veterinary Medicine, Iowa Department of Agriculture and Land Stewardship, Wallace State Office Building, East 9th and Grand Avenue, Des Moines, Iowa 50319, on forms to be provided by the board. The application form shall be completely filled out. The completed application shall include two current passport size and quality photographs of the applicant. Incomplete applications shall be returned to the applicant along with the tendered fee and a written statement setting forth the reasons for such rejections.

The application shall be accompanied by satisfactory evidence of having graduated from an accredited or approved school of veterinary medicine. However, applications for either the NBE or CCT may be accepted without evidence of graduation if the applicant provides satisfactory evidence that the applicant is expected to graduate within six months of the date of the examination.

Applications to take the NBE or CCT will not be accepted from any person who has previously taken and passed that examination in any jurisdiction, except on case-by-case petition to the board for good cause shown or other order of the board.

6.1(2) License requirements. Prior to the issuance of a license, the applicant shall:

- a.* Successfully complete the NBE and CCT as provided in rule 811—7.1(169);
- b.* Remit the proper application fee for licensure;
- c.* Graduate from an accredited or approved school of veterinary medicine, or receive a certificate from the Educational Commission for Foreign Veterinary Graduates (ECFVG);
- d.* Provide a statement indicating all jurisdictions in which the applicant is or has ever been licensed to practice veterinary medicine. The applicant shall consent to release to the board license information from jurisdictions in which the applicant is or has ever been licensed;
- e.* The board may require from an applicant or obtain from other sources such other information pertinent to character and education of the applicant as it may deem necessary in order to pass upon the applicant's qualifications; and
- f.* Submit evidence of having completed at least an average of 20 hours of approved continuing education for each year of the previous three years.

Upon payment of the prorated triennial license fee, a license issued upon completion of these requirements is valid through June 30 of the next triennium year.

6.1(3) An accredited or approved college of veterinary medicine is a school which has satisfied the "Essential Requirements of an Accredited or Approved College of Veterinary Medicine" as revised and adopted by the American Veterinary Medical Association (AVMA), July 1987, which is hereby adopted by reference. An evaluation by the AVMA Council on Education finding that these criteria are satisfied will be automatically accepted absent sufficient evidence to the contrary.

811—6.2(169) Fee schedule. The following fees shall be collected by the board and shall not be refunded except by board action in unusual instances such as documented illness of the applicant, death of the applicant, inability of the applicant to comply with the rules of the board, or withdrawal of application provided withdrawal is received in writing 45 days prior to the examination date. Examination fees shall be nontransferrable from one examination to another.

The fee for the National Board Examination (NBE) or Clinical Competency Test (CCT), utilized by the board as a part of their examination process, shall be the fees charged that year by the Professional Examination Service (PES) and approved by the board, plus the costs incurred by the board for administration of the NBE or CCT examination.

Based on the board's anticipated financial requirements, the following fees are hereby adopted:

License—application fee	\$50
National Board Examination (NBE) cost of PES examination plus.	\$10
Clinical Competency Test (CCT) cost of PES examination plus.	\$10
Triennial license	\$45
License by endorsement—application fee	\$25
Late renewal penalty	\$100
Reinstatement fee	\$45
Duplicate license.	\$15
Temporary permit	\$25
Temporary permit application fee	\$15
Certification of licensure	\$10
Charge for returned checks.	\$10

This rule is intended to implement Iowa Code section 169.5.

811—6.3(169) Reinstatement fee. All applications for reinstatement of lapsed or inactive license to practice veterinary medicine shall be filed with the secretary of the board, together with the then current license fee, the current reinstatement fee, and all, if lapsed, applicable penalties.

811—6.4(169) Graduates of foreign schools. Graduates of foreign schools which, pursuant to the AVMA criteria, are not AVMA-approved but are AVMA-listed may make application to take the NBE or the CCT in this state provided that such application include a copy of the applicant's diploma or certificate indicating the award of a degree in veterinary medicine from an AVMA-listed college, and a letter from the Educational Commission for Foreign Veterinary Graduates (ECFVG) verifying that the applicant is or will be participating in an ECFVG certification program administered by an institution in Iowa or a state contiguous to Iowa.

Graduates of foreign schools which are not AVMA-approved but are AVMA-listed will not be considered for licensing until they have received the certificate granted by the Educational Commission for Foreign Veterinary Graduates. A license will not be issued to an applicant until the applicant submits a copy of the applicant's ECFVG certificate.

811—6.5(169) License by endorsement.

6.5(1) A license by endorsement may be granted by the board pursuant to either Iowa Code section 169.10(1) or 169.10(2). An applicant shall make application for a license by endorsement on a form provided by the board. The application fee and triennial license fee shall accompany the application. In addition to the information specified in section 169.10, the applicant shall supply all of the following:

a. A statement indicating all jurisdictions in which the licensee is or has ever been licensed to practice veterinary medicine. The applicant shall consent to release to the board license information from jurisdictions in which the applicant is or has ever been licensed.

b. The board may require from the applicant or obtain from other sources such other information pertinent to character and education of the applicant as it may deem necessary in order to pass upon the applicant's qualifications.

c. Evidence of approved continuing education totaling at least 60 hours obtained in the previous three years.

6.5(2) If the non-Iowa license of an applicant under Iowa Code section 169.10(1) was issued after January 1, 1965, the applicant shall have successfully completed the NBE. If the applicant's non-Iowa license was issued after January 1, 1980, the applicant shall have successfully completed the NBE and CCT according to rule 811—7.1(169).

6.5(3) An applicant under Iowa Code section 169.10(2) shall also include a copy of the applicant's board or college specialty certificate. For the purpose of this rule, a specialty board or college means

a specialty board or college which has been officially recognized by the AVMA. Changes of specialty status shall be reported to the board within 30 days of the action.

811—6.6(169) Issuance of limited license; specialization.

6.6(1) The board may grant a license to practice veterinary medicine within a limited and specified scope:

- a. As an option for board discipline under 811—Chapter 10.
- b. Rescinded IAB 11/18/98, effective 12/23/98.
- c. To an applicant requesting limited or specialized status.

6.6(2) A veterinarian holding either a limited license or a full license shall not claim or imply specialization unless the veterinarian is a member in good standing of the respective specialty board or college recognized by the AVMA.

811—6.7(169) License renewal.

6.7(1) A license to practice veterinary medicine shall be issued for a three-year period, except that new licenses issued during a triennium shall be issued for the balance of that triennium. A license shall expire on June 30 of the third year of the triennium.

6.7(2) At least two months before the end of a triennium, a renewal notice will be sent to each licensee at the last address in the board's file. Failure to receive the notice shall not relieve the licensee of the obligation to pay triennium renewal fees on or before June 30.

6.7(3) The license renewal application shall include a statement which certifies the jurisdictions in which the licensee is currently or has in the past been licensed to practice veterinary medicine.

6.7(4) Renewal fees shall be received by the board on or before the end of the triennium on June 30. Whenever renewal fees are not received as specified, the license lapses and the practice of veterinary medicine must cease until all renewal fees and penalty fees are received by the board.

6.7(5) If the renewal and penalty fees are not received by the board on or by August 1 after the license has lapsed, an application for reinstatement must be filed with the board with a reinstatement fee in addition to the renewal fee and the penalty fee.

811—6.8(169,261) Issuance or renewal of a license to practice veterinary medicine—denial. The board shall deny the issuance or renewal of a license to practice veterinary medicine upon receipt of a certificate of noncompliance from the college student aid commission according to the procedures set forth in 1998 Iowa Acts, chapter 1081. In addition to the procedures contained therein, the following shall apply.

6.8(1) The notice required by 1998 Iowa Acts, chapter 1081, section 6, shall be served by restricted certified mail, return receipt requested, or by personal service in accordance with the Iowa Rules of Civil Procedure. Alternatively, the applicant may accept service personally or through authorized counsel.

6.8(2) The effective date of the denial of the issuance of the license or renewal of a license, as specified in the notice required by 1998 Iowa Acts, chapter 1081, section 6, shall be 60 days following service of the notice upon the applicant.

6.8(3) The board's executive secretary is authorized to prepare and serve the notice required by 1998 Iowa Acts, chapter 1081, section 6, upon the applicant.

6.8(4) Applicants shall keep the board informed of all court actions and all college student aid commission actions taken under or in connection with Iowa Code chapter 261 and shall provide the board copies, within seven days of filing or issuance, of all applications filed with the district court pursuant to 1998 Iowa Acts, chapter 1081, section 7, all court orders entered in such actions, and withdrawals of certificates of noncompliance by the college student aid commission.

6.8(5) All board fees required for application or renewal must be paid by applicants and all continuing education requirements must be met before a license will be issued, renewed, or reinstated after the board has denied the issuance or renewal of a license pursuant to Iowa Code chapter 261.

6.8(6) In the event an applicant timely files a district court action following service of a board notice pursuant to 1998 Iowa Acts, chapter 1081, sections 6 and 7, the board shall continue with the intended

action described in the notice upon the receipt of a court order lifting the stay, dismissing the action, or otherwise directing the board to proceed. For purposes of determining the effective date of the denial of the issuance or renewal of a license, the board shall count the number of days before the court action was disposed of by the court.

6.8(7) The board shall notify the applicant in writing through regular first-class mail, or such other means as the board deems appropriate in the circumstances, within ten days of the effective date of the denial of the issuance or renewal of a license and shall similarly notify the applicant when the license is issued or renewed following the board's receipt of a withdrawal of the certificate of noncompliance.

These rules are intended to implement Iowa Code sections 17A.3, 169.5, 169.8, 169.9, 169.10, and 169.12.

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